

PROJECT SAFE NEIGHBORHOODS

Rental Property Owner and Manager Training Program Overview

Educates rental owners and managers on how to keep illegal activity off their property

The Rental Property Owner and Manager Training Program *delivers two important messages:*

- (1) **Effective and active property management can have a major impact on the health of a community**
- (2) **There are simple, legal, and fair techniques that can be used to stop the spread of drug and other illegal activity on rental property.**

The program does not teach landlords how to do police work. It emphasizes their responsibility as landlords to work with police and neighbors to keep drug and other illegal activity out of their rental properties.

Course content includes:

- **Orientation**
 - The role of the landlord in keeping neighborhoods healthy and what it takes to build and maintain healthy communities.
- **Preparing the Property**
 - How the concept of CPTED can best be used to prevent illegal activity on rental property. Maintaining habitability standards and keeping property up to State and Local Codes.
 - **Crime Prevention Through Environmental Design, CPTED**, is based on the premise that *"The proper design and effective use of the built environment can lead to a reduction in the fear of crime and incidence of crime, and to an improvement in quality of life."*
 - **CPTED consists of four key concepts**, all of which are interrelated:
 - Natural Surveillance
 - Natural Access Control
 - Territorial Reinforcement
 - Maintenance
 - **CPTED emphasizes:**
 - Physical environment
 - Behavior of people
 - Productive use of space
 - Crime prevention and loss prevention
 - How to keep property up to maintenance codes and ensuring tenants rights to enjoy their property without interference from nuances or concerns for health and safety
- **Applicant Screening**
 - How to screen out dishonest applicants, while ensuring that honest applicants are encouraged to apply for housing. Identifying warning signs of dishonest applicants.
- **Rental Agreements**
 - Approaches that will strengthen the landlord's ability to evict tenants involved in illegal activity.
- **Ongoing Management**

- How to manage property in a way that discourages illegal behavior and ensures early warning should such behavior occur.
- **Apartment Watch/Promoting Community**
 - How to strengthen the sense of community in multifamily housing and the benefits for managers and residents in doing so. Discussion of apartment watch programs, how to build a sense of community and work with neighbors.
- **Warning Signs of Drug Activity**
 - The drugs involved and the behavior associated with growing, dealing, and distributing drugs. The indicators of clandestine labs.
- **Crisis Resolution**
 - The options, the process, and the practical application in various situations where illegal activity is apparent.
- **Working With Law Enforcement**
 - What to expect, what not to expect, and how to get maximum cooperation.
- **Section 8 (Subsidized Housing)**
 - The Section 8 housing subsidy program, including the rights and responsibilities of both landlords and tenants. Differences in rights and responsibilities between the typical private rental situation and the Section 8 program.

Included in the six-hour course are special presentations on ***Illegal Drug Identification*** and a briefing on ***Gangs in Tippecanoe County***.

Please review the Tippecanoe County Rental Property Owner and Manager Training Manual for more detail.